



## Road Supervisor Hamilton Township Road Division

Hamilton Township, located in Warren County, Ohio seeks to fill an experienced-level vacancy within the Road Department. This position is only available to applicants who meet the below listed minimum qualifications.

### HAMILTON TOWNSHIP ADMINISTRATION

Chris Gallagher – Trustee  
David Wallace – Trustee  
Joe Walker – Trustee  
Jim Hunter – Fiscal Officer

7780 South State Route 48  
Hamilton Township, Ohio 45039

Phone: (513) 683-8520  
Fax: (513) 683-4325

=====  
**Administrator**  
Ray Warrick

**Police Department**  
Scott Hughes

**Emergency Services**  
Brian Reese

**Public Works Director**  
Kenny Hickey

**Human Resources**  
Kellie Krieger

**Purchasing**  
Ellen Horman

**Zoning Department**  
Michelle Tegtmeier

**Job Description:** The Road Supervisor is responsible for providing highly visible functions for the township residents, which includes supervision over the maintenance and upkeep of township parks, roads, buildings and grounds. He/She assists in the supervision of employees engaged in park and/or highway maintenance programs or projects. Ensures implementation of operational plan(s), oversees short-range plans establishing work priorities, evaluates work unit practices and work practice trends. Operates automobile to inspect park properties and roadways to determine conditions and maintenance. Schedules equipment maintenance.

**Minimum Qualifications:** High School or GED equivalent Graduate, Minimum of 5 years' experience or training in supervisory principles and techniques or management, Demonstrated ability of a Highway Worker II Classification, Valid Ohio Driver's License: CDL-A with Air Brake endorsement to operate motorized equipment of size and type regulated by sections 4506.1, 4506.03 and 4506.12 of the ORC, Basic knowledge of computer operations, specifically MS-Office Suite, Ability to coordinate park and road crew schedules and organize appropriate equipment accordingly for job sites and projects. Ability to apply concepts such as commission, fractions, percentages, ratios and proportions to practical situations.

**Work Schedule:** 7:30 a.m. – 4 p.m. Monday thru Friday *some evening and weekends required.*

**Pay Rate:** \$23.00 – \$25.00/ hour

Hamilton Township is an Equal Opportunity Employer and has a drug and alcohol free working environment. If you are selected for employment, you will be requested to complete the following tests in order to commence work:

1. Oral Board / Panel Interview(s)
2. Thorough Background Investigation
3. Polygraph Testing
4. Alcohol & Drug Testing

For a detailed profile of the position, please contact the Human Resources Office or (513) 683-8520 for additional information.

If interested, please submit a resume, a copy of your valid Ohio Driver's License, and any other pertinent certifications along with a completed Hamilton Township Application to the Human Resources office located at 7780 South State Route 48, Hamilton Township, Ohio 45039.

**Completed applications will be accepted until 5 p.m. Monday, April 24, 2017.**